

**Government of the District of Columbia
Health Professional Licensing Administration
Board Of Social Work**



SUPERVISION VERIFICATION FORM
(Required for LISW and LICSW Applicants Only)

Applicant: _____ Social Work Level: _____

Instructions for Supervisors

This form should be typed and returned to the social work applicant in a sealed envelope for submission with the applicants support material. All items must be completed accurately or the application may be denied.

For information regarding supervision requirements, see Definitions of Supervision on the reverse side of this form.

CERTIFICATION

I, _____, certify that I supervised _____
Supervisor Applicant

from _____ to _____, who worked for a total of _____ hours per week.
month/year month/year

Total number of hours of immediate (face-to-face, direct observation) supervision _____.

Was the applicant's practice satisfactory or better ? Yes _____ No _____

Title of applicants position _____

Applicants job duties _____

I certify that I am a qualified supervisor according to the terms outlined in Chapter 70, Title 17 of the DCMR as indicated under number (Supervision Definitions) on the reverse side of this form. I further certify that I provided the supervision described above, and that it is a true and accurate representation of this supervision.

Signature Date

State Where You are Licensed

Date of Original License License Number

Office Telephone Number City State Zip Code

The Board of Social Work assumes that in certifying this applicants experience, you will be willing to substantiate the information should the Board contact you at a later date.

Non-District LICSW and LISW supervisors must send in state license verification forms or a copy of a current license indicating its issuance date. (A certification from a professional organization is not a license.)

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SUPERVISION DEFINITIONS

Supervisor Qualifications for LISW Applicants

Supervisors must meet one of the following criteria during the entire period of supervision:

1. Licensed in the District of Columbia as an LISW
2. Licensed in the United States at a level equivalent to that of an LISW

Supervisor Qualifications for LICSW Applicants

Supervisors must meet one of the following criteria during entire period of supervision:

1. Licensed in the District of Columbia as an LICSW
2. Licensed in the United States at a level equivalent to that of an LICSW
3. Licensed in the United States as a psychiatrist or psychologist

General Supervision

Supervisor is available on the premises or by use of a communications device at the time the employee is practicing.

Immediate Supervision

One-to-one supervision in which the supervisor is with the employee and either discussing or observing the employee's practice.